

# CITY/COUNTY PLANNING BOARD

"Serving Billings, Broadview, and Yellowstone County"

**Tuesday, August 13, 2024 at 6:00pm**

**1 Board Attendance Roster:** Please note: "E" stands for excused absence, "A" stands for un-excused absence, "1" stands for present, "Z" stands for Zoom participation. **BYLAWS, YELLOWSTONE COUNTY BOARD OF PLANNING, (Amended. May 25, 2004) Section 4. Absences and Removal** A. Each member shall inform the Planning Director at least one day before the meeting of his/her inability to attend a Board or Committee meeting. Such an absence shall be considered an excused absence. If any Board member accrues three (3) or more consecutive unexcused absences from regular meetings, notice of which has been given at his/her usual place of work or residence, or by announcement at a meeting attended by him/her, the President may call such absences to the attention of the Board which may then recommend to the appointing authority that such member be asked to resign and that another person be appointed to serve out the unexpired term. Schedule: (\*\* denotes a Wednesday meeting)

	Position	01/09/2024	01/23/2024	02/13/2024	02/27/2024	03/12/2024	03/26/2024	04/09/2024	04/23/2024	05/14/2024	05/29/2024	06/11/2024	06/25/2024	07/09/2024	07/23/2024	08/13/2024	08/27/2024	09/10/2024	09/24/2024	10/08/2024	10/22/2024	11/12/2024	11/26/2024	12/10/2024
<b>Jim Ronquillo</b>	Mayor/Billings Ward I	A	1	A	1	A	1	C	C	C	1	C	C	C	1	1								
<b>Roger Gravgard Co-Chair</b>	Mayor/Billings Ward II	1	V	1	V	1	1	C	C	C	1	C	C	C	1	1								
<b>Dennie Stephenson</b>	Mayor/Billings Ward III	1	1	1	1	1	1	C	C	C	1	C	C	C	1	1								
<b>John Staley</b>	Mayor/Billings Ward IV	1	1	A	1	V	1	C	C	C	1	C	C	C	1	1								
<b>David Nordel</b>	Mayor/Billings Ward V	A	1	1	1	V	V	C	C	C	1	C	C	C	1	V								
<b>Troy Boucher</b>	YC District 1	V	V	A	A	V	A	C	C	C	A	C	C	C	V	V								
<b>Dennis Cook</b>	YC District 2	A	1	1	1	1	1	C	C	C	1	C	C	C	V	1								
<b>Vacant</b>	YC District 3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Vacant</b>	YC District 4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Woody Woods, President</b>	YC District 5	1	1	1	1	1	1	C	C	C	1	C	C	C	1	1								
<b>Alexis Bonogofsky</b>	YC District 6	1	V	V	V	A	V	C	C	C	1	C	C	C	1	1								
<b>Morgan Tuss</b>	YC District 7	1	A	A	A	A	A	C	C	C	A	C	C	C	A	A								



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## CITY/COUNTY PLANNING BOARD

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**7a. Motion. 2025 Unified Planning Work Program (UPWP).** Submitted by Lora Mattox, Transportation Planning Coordinator. Rusty Logan, MET Transit Manager

Rusty stated that the timeframe for the electric buses from California. Inspections take about 4-5 days. Experiencing a delay in the charging devices.

The ridership growth was up about 16.82% from the previous year, if maintained, should surpass numbers for FY25.

The board questioned if there are any changes in the routes, Rusty confirmed there were and gave an overview of some of the recent changes.

Rusty stated there was a decline in some of the Federal funding provided via FTA Section 5303 for multimodal transportation planning in metropolitan areas.

### Transit Section

- The Transit section of the UPWP is also structured into separate elements with specific activities and functions outlined within each element.
- Reimbursement of funds occurs quarterly; amounts will differ for each quarter based upon the activities undertaken and eligible hours spent per element.
- Federal funding is provided via FTA Section 5303 for multimodal transportation planning in metropolitan areas. Funds are apportioned via a formula, including factors such as urbanized area population. Local match is provided through local transportation mills, advertising revenue, and other applicable sources.

### Transit 2024

- Required Plan Updates (PTASP, DBE, TAM)
- Executed fixed-route service overhaul with over 450 designated bus stops
- Implemented a new Automated Vehicle Location System (AVL), integrated with Google Maps, and received FTA certification for passenger counting data usage
- Planned, developed and implemented third-party CDL testing program with State of Montana

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# Transit Funding Overview

## 2025 Funding Detail

WORK ELEMENT	FUNDING SOURCES FFY 2025			STAFF HOURS
	LOCAL	FTA	EST. COST	
44.21.01 Administration	\$9,538	\$38,152	\$47,690	535.00
44.24.01 Future Service Personnel Hours	\$13,400	\$53,599	\$66,999	495.00
44.24.01 Future Service Studies	\$30,000	\$120,000	\$150,000	
44.24.02 Current Service	\$18,817	\$75,268	\$94,085	802.62
44.25.01 T.I.P.	\$1,526	\$6,103	\$7,629	68.00
44.26.12 Coordination of Non-Emergency Transportation	\$8,572	\$34,289	\$42,861	465.00
<b>TOTAL</b>	\$81,853	\$327,411	\$409,264	2,365.62

## 2024 to 2025 Funding Comparison

WORK ELEMENT	FFY 2024	FFY 2025
44.21.01 Administration	\$34,767	\$47,690
44.24.01 Future Service	\$89,215	\$66,999
44.24.02 Current Service	\$69,213	\$94,085
44.25.01 T.I.P.	\$6,489	\$7,629
44.26.12 Coordination of Non-Emergency Transportation	\$36,491	\$42,861

## Transit 2025

- Complete a Transit Sustainability and Governance Study (moved from FY24).
- Assess feasibility of rapid transit line connecting Heights, Downtown, and Westend to decrease passenger travel time, along with additional transfer locations
- Evaluate and upgrade bus stops as needed to comply with ADA requirements and Bus Stop Master Plan
- Plan changes to routes to adjust to one-way to two-way street conversions downtown

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**CITY/COUNTY PLANNING BOARD**

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**Questions:**

Board member Staley inquired about the status of the Westend and Heights Neighborhood plans and the purpose of them being included in the FY25 UPWP.

Lora mentioned that the FY24 UPWP had allocated funding for transportation components of those plans. Although the plans are in progress and no additional funding was allocated for FY25, these components are still considered part of the FY24 plans to be completed.

**Motion:**

Motion was made by Board member Gravgaard, seconded by Board member Staley to approve the 2025 UPWP as submitted. The motion was carried with a unanimous vote.

**8. New Business**

**8a. Presentation. Board Discussion. Eastslope Meadows County Major Subdivision.** Presented by Hunter Kelly, Planner

Hunter presented a review of the subdivision. Staff recommends conditional approval subject to the 8 Conditions of Approval.

The board inquired about the lot sizes, the square footage of possible structures, and whether an additional 30,000-gallon dry hydrant could be mandated. Staff explained that the code serves as the regulatory framework for the Planning Department and is also enforced by the Planning Board. It was clarified that Planning staff would follow up with the Fire Department to confirm their recommendations and possibly obtain further details. Commercial structures must adhere to state requirements, which may exceed those recommended for the subdivision. Additionally, it was suggested that future land use be assessed to ensure adequate fire suppression measures are in place.

**Applicant’s Agent:**

Kolten Knatterud, IMEG – Kolten stated they explored with the developer as to whether they wanted one or two 30,000-gallon tanks, which have yet to be identified. Part of the DEQ application includes the type of business and number of employees, which if the development requires a significant increase in employees, there would be need another submittal to DEQ for approval.

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Ronnie Tallerico, YC Public Works – Ronni presented some questions to Kolten Knatterud.

1. Please submit all RSID documents directly to the Public Works Department.
2. Provide the Traffic Impact Study with the Preliminary Plat.
3. Require a plan set prior to construction

Mr. Knatterud responded that they have investigated providing the documents as requested to County Public Works and have been informed that Public Works is comfortable with this approach.

### **9. Other Business.**

Anna Vickers informed the board that the County Subdivision Regulations have been approved. The City Subdivision Regulations are set for a City Council vote on October 14, 2024, with proposed updates to standards like street width and lighting still under review. The RFP for the Growth Policy will be issued soon to hire a consultant. The Planning Commission will present to the City Council on September 9, 2024. The board will meet to vote on the Growth Policy and Neighborhood Plans before they are finalized. The Planning Board will remain active until 2026, after which the City and County boards will largely operate separately. Interaction between the City and County will be less frequent but will continue as necessary.

Wyeth Friday, Planning & Community Services Director, noted that the Heights, Westend, and Land Use plans encompass both City and County land. Since these boundaries extend beyond the City limits, there will be some overlap, which is why separate boards will be established for each local government.

### **9a. (Standing Item) Long Range Strategic Issues and an overview of future City and County issues and projects.**

Chairman Woods concluded by asking if there were any further questions or topics for discussion, to which there were none.

**ADJOURNMENT: 6:51pm**

**10. Future Agenda Items.** There was no discussion on this topic.

**DRAFT—TO BE APPROVED BY A MOTION AT THE NEXT SCHEDULED MEETING**

*-Brenda J Berns, Planning Clerk*